

Public Works Trust Fund Emergency Loan Program

Public Works Board, PO Box 48319, Olympia, WA 98504-8319
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Program Overview: The Public Works Trust Fund (PWTF) Emergency Loan Program is one of four loan programs under the umbrella of the Public Works Trust Fund. In response to the changing needs of local governments, the Public Works Board initiated a change in its statutory language to create an emergency loan program. In 1988, the Legislature passed a bill authorizing the program.

The purpose of the Emergency Loan Program is to fund public works emergencies, helping provide immediate restoration of critical public works services and facilities.

The Public Works Board has defined an emergency as:

"A public works project made necessary by a natural disaster, or an immediate and emergent threat to the public health and safety due to unforeseen or unavoidable circumstances."

Eligible Applicants:

- ◆ Counties
- ◆ Cities and Towns
- ◆ Special purpose districts

Ineligible Applicants:

- ◆ Private utilities
- ◆ Private enterprises
- ◆ School districts
- ◆ Port districts

Although these entities are not eligible for PWTF funding, the Public Works Board encourages partnerships with eligible jurisdictions. This could be in the form of an inter-local agreement with the owner of the improved facility.

NOTE: The applying local government must retain ownership or have a long-term lease of the improved portion of the facility, for the life of the loan.

Eligible Activities:

Eligible projects include repair, replacement, rehabilitation, reconstruction, or improvement of eligible public works systems to meet current standards for existing users.

Six types of systems are eligible for funding:

- ◆ Domestic Water
- ◆ Sanitary Sewer
- ◆ Storm Sewer
- ◆ Road
- ◆ Solid Waste/Recycling
- ◆ Bridge

Ineligible Activities:

- ◆ Growth-related projects
- ◆ Projects made necessary due to deferred maintenance.
- ◆ Projects that can be deferred to the next regular Public Works Trust Fund Construction loan cycle.

Threshold Requirements:

- ◆ Applicants must have a local declaration of emergency.
- ◆ Counties and cities must have adopted a local one-quarter of one percent Real Estate Excise Tax (REET).
- ◆ Counties, cities, and special purpose districts **not** planning under the GMA must have adopted a Capital Facilities Plan that meets Public Works Board standards for each eligible system they own.
- ◆ Counties and cities planning under the GMA must be in conformance with adoption timelines for Comprehensive Plan and Development Regulations.

Funding Criteria:

- ◆ The local government must show financial need as reflected by inadequate local budget resources of other funds reserved for that purpose.
- ◆ Loan limit is \$500,000 per event, with a \$500,000 cap per jurisdiction, per year.
- ◆ Four percent (4%) interest
- ◆ Although no local match is required, it is recommended.
- ◆ The term of the loan will be up to the life of the facility being repaired, not to exceed 20 years.
- ◆ Project completion time is 12 months after contract execution.
- ◆ Project expenditures are reimbursable back to the date of the declaration of emergency.

Application Cycle:

- ◆ Applications are available on an open cycle, as funds are available.

Public Works Board Staff

Board staff are housed in the Department of Community Trade, and Economic Development, in the Local Government Division. Currently there are 11 staff to the Board. The group is separated into two sections - Administration and Client Services. Administration consists of the day-to-day operations of all programs. This includes Budget, Accounting, Contracts, Applications, Workshops, etc.

Client Service Representatives are the primary contacts for all matters dealing with both the PWTF, and or the DWSRF. The state is divided into regions, each managed by a Client Service Representative. The Map reflects how the state is divided. For information regarding project financing, environmental reviews and loan conditions, contact one of the Public Works Board Client Service Representatives.

Client Services is made up of the Executive Director, four Client Service Representatives, and two support staff.

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